



Transfer Request

Employee Name: Gai Nguyen

Effective Date: 2/01/2021

Current Shift/Dept.: 1st South

Shift Requesting: 2nd South

Reason: Need to care for Mother

Employee Signature: No Sig. Needed

Office Use Only

Attendance: Currently at a Verbal

Work Performance: EPR on 5/20/20 score 4.88

Available Opening: Yes

CMG Approval: Kelsey Sikkink

Department Manager Approval: *M. Schumann*

Work Restrictions: N/A

Current Wage: 18.00 New Wage: NA

Hire Date: 5/20/11

09/2011

HR Initials

JS